



Virtual CLE Program October 14-15, 2021

How to Login

To **login**, use a commonly available web browser like **Microsoft Edge**, **Google Chrome**, or **Apple Safari**, to open the following **URL** link:

<https://malone-media.com/videos/usdistrictcourtofpr2021>

NOTE: This Virtual C.L.E. Program web page is **not compatible** with the **Microsoft Internet Explorer** web browser.

1. In **Username**, type the **same e-mail address** that you used to **register** to this CLE Program.
2. Type the **password** you received in your registration confirmation e-mail.
3. Click the **Log In** button.

How to Report Technical Problems

If you experience **any technical issues** to connect to this Virtual CLE Program web page, please **send an e-mail message** to the following address:

info@malone-media.com

Attendance

To **validate your attendance** to each training session, as required by **Puerto Rico Supreme Court Continuing Legal Education Program**, please make sure to:

- At the **beginning of each training session**, click the **START TIMER** button below the video panel.
- **Before leaving each training session**, click the **END TIMER** button.

How to Submit a Question

To **submit a question** at any time during the presentation:

Step	Screen
<ol style="list-style-type: none">1. Click the Q & A button in the chat panel, on the right side of the video panel.2. If prompted to enter your name:<ol style="list-style-type: none">a. Type your full name.b. Click the Save button.3. Type your question in the Write your question here textbox.4. Click the Send button.	

Each speaker will connect live to answer questions after each break, and at the end of their presentation.

How to View the Agenda and Materials

To view a **detailed agenda** of this Virtual CLE Program, click the **Schedule** button in the chat panel, on the right side of the video panel. Click the **down arrow icon below each agenda item** to view more **detailed information**.

To **download** a copy of the **handouts** and **other training materials**, click the **Materials** button in the chat panel.

CLE Program Agenda

Two presentations are scheduled **each day**, with an approximate duration of **3-hours per presentation**. Please **connect at least 20 minutes before each training session** to troubleshoot any **technical problems** that may arise.

The **morning presentation** will **begin** promptly at **9:00 a.m.** and is scheduled to **end at noon**. Then you will have a **75 minute lunch break** from **12:15 p.m. to 1:30 p.m.** The **afternoon session** will **begin** promptly at **1:30 p.m.** and is expected to **conclude** at **4:30 p.m.**

Accreditation Requirements

To obtain **accreditation** from the **Puerto Rico Supreme Court Continuing Legal Education Program**, you must complete the following **requirements**:

1. Click the **START TIMER button** below the video panel at the **beginning of each presentation** to register your attendance.
2. Click the **END TIMER button** below the video panel **before leaving each presentation**.
3. Complete the **Course Evaluation online survey** at the **conclusion** of this Virtual CLE Program.